

**CALIFORNIA POLLUTION CONTROL FINANCING AUTHORITY (CPCFA)**

**Meeting Date: May 30, 2013**

***Request Approval of a Resolution Authorizing the Executive Director and Deputy Executive Director to Execute Contracts and Interagency Agreements***

Prepared by: *Patricia Tanous, Treasury Program Manager II*

**Summary.** The California Pollution Control Financing Authority (CPCFA or the “Authority”) is authorized by statute to enter into contracts and interagency agreements. For contracts and interagency agreements at or below a certain dollar amount, the Authority has historically delegated this authorization to the Executive Director and in her absence, the Deputy Executive Director to enter contracts on behalf of the Authority. This item requests delegation authority for the newly appointed Executive Director to execute contracts and interagency agreements for amounts up to \$300,000.

**Background.** With the approval of the appointment of Executive Director, Renee F. Webster-Hawkins, it is necessary to provide Ms. Webster-Hawkins with the authorization: to execute certain contracts and interagency agreements and external contracts, without specific Authority approval, up to an amount of \$300,000; to amend contracts and interagency agreements which only extend the term of the contract or which provide technical amendments that do not involve the encumbrance of Authority funds; and amend contracts involving expenditures, as long as the total amount of the contract over its full term does not exceed \$300,000.

Sherri Kay Wahl, in her capacity as Deputy Executive Director, retains her authorization to execute such contracts and interagency agreements for amounts up to \$300,000.

The blanket authorization amount of \$300,000 does not represent an increase in the Authority’s current delegated authorization level.

As part of her Executive Director’s report, the Executive Director of the Authority and in her absence, the Deputy Executive Director, will report to the Authority Board any contracts for amounts of \$10,000 or more up to \$300,000 that she has executed.

**Staff Recommendation.** Staff recommends approval of the attached Resolution in order to authorize Executive Director, Renee F. Webster-Hawkins, and in her absence Deputy Executive Director, Sherri Kay Wahl, to execute certain contracts and interagency agreements, and certain amendments to contracts and interagency agreements, on behalf of the Authority for amounts not to exceed \$300,000. This Resolution will remain in effect until the Authority revokes this Resolution.

**RESOLUTION OF THE CALIFORNIA POLLUTION CONTROL FINANCING  
AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR  
AND DEPUTY EXECUTIVE DIRECTOR TO EXECUTE CONTRACTS  
AND INTERAGENCY AGREEMENTS**

**May 30, 2013**

**WHEREAS**, the California Pollution Control Financing Authority (“Authority”) was created under the provisions of Section 44500 of the Health and Safety Code; and

**WHEREAS**, Section 44522(c) of the Health and Safety Code provides that the Authority is authorized to “do all things generally necessary or convenient to carry out its powers”; and

**WHEREAS**, Section 44519 of the Health and Safety Code provides that the Authority may employ an Executive Director and any other persons as are necessary to enable it to properly perform the duties imposed upon it by the Authority’s statutes, and the Authority may delegate to the Executive Director the power to enter contracts on its behalf; and

**WHEREAS**, the Executive Director of the Authority and in his/her absence, the Deputy Executive Director, have demonstrated the ability to be accountable for the resources of the Authority, and should be delegated the responsibility to enter into and execute interagency agreements and external contracts, without specific Authority approval, up to an amount of \$300,000, and to amend contracts and interagency agreements which only extend the term of the contract or which provide technical amendments that do not involve the encumbrance of Authority funds, or amend contracts involving expenditures, as long as the total amount of the contract over its full term does not exceed \$300,000.

**WHEREAS**, the Executive Director of the Authority and in his/her absence, the Deputy Executive Director, will report to the Authority any contracts he or she has executed in an amount of \$10,000 or more up to \$300,000;

**NOW, THEREFORE, BE IT RESOLVED** that the Executive Director and in his/her absence, the Deputy Executive Director, is given specific authorization by this Resolution to execute contracts and interagency agreements on behalf of the Authority as provided herein.

**BE IT FURTHER RESOLVED** that this Resolution becomes effective immediately upon its adoption.